

## What are the benefits of student Education & Career Action Plans?

Personalized planning, using ECAPS, will help students reach their academic and career goals and can impact student achievement and school improvement. Implementation of student personalized planning can reap the following benefits:

### Benefits to Students:

- Provides valuable learning experiences in setting and attaining goals.
- Encourages personal involvement in their goal decisions.
- Provides an understanding of how education is relevant to achieving career goals.

### Benefits to Parents:

- Provides families increased opportunities to be involved in their children's education.
- Increases student success.
- Informs decision making for life choices.

### Benefits to Schools:

- Improves course enrollment patterns.
- Increases student achievement.
- Improves relationships between students, parents, schools, and community.
- Increases student attendance, motivation, and engagement in school.
- Increases extracurricular activity participation.
- Increases the number of students meeting postsecondary entrance requirements.

### Benefits to Community:

- Provides the opportunity to be involved with education.
- Develops a more qualified and motivated workforce.
- Provides resources for internships and job shadowing opportunities.

## Helpful Resource Link ~

Current information concerning the Arizona Education and Career Action Plan State Board Rule, including suggested implementation timelines and sample templates can be found on the Arizona Department of Education webpage: [www.ade.az.gov/ecap](http://www.ade.az.gov/ecap)

*The Arizona Department of Education does not discriminate on the basis of race, religion, color, national origin, sex, disability or age in its programs, activities or in its hiring and employment practices. For questions or concerns regarding this statement, please contact (602)542-3186.*

### Contact:

Arizona Department of Education

#### Maxine Daly

Deputy Associate Superintendent  
Innovative and Exemplary Programs  
1535 W. Jefferson St. Bin #21  
Phoenix, Arizona 85007  
Phone: (602) 542-5510  
Email: [Maxine.Daly@azed.gov](mailto:Maxine.Daly@azed.gov)

#### Kay Schreiber

State School Counselor Supervisor  
1535 W Jefferson St. Bin #42  
Phoenix, Arizona 85007  
Phone: (602) 542.5353  
Email: [Kay.Schreiber@azed.gov](mailto:Kay.Schreiber@azed.gov)

Websites: [www.ade.az.gov/cte/counselors](http://www.ade.az.gov/cte/counselors)  
[www.ade.az.gov/ecap](http://www.ade.az.gov/ecap)  
[www.ade.az.gov/asd/azhsri](http://www.ade.az.gov/asd/azhsri)

Printed in Phoenix, Arizona by the Arizona Department of Education.  
Copies: 2,000 Total cost: \$992.06 Unit cost: \$.50 Printed in 2008



Arizona Department of Education  
Tom Horne, Superintendent of Public Instruction

# Arizona Student Education & Career Action Plans (ECAP) 2008 - 2009



# Arizona ECAPs...

On February 25, 2008 the Arizona State Board of Education approved Education and Career Action Plans for all Arizona students grades 9-12 ([R7-2-302.05](#)).

“Effective for the graduation class of 2013, schools shall complete for every student in grades 9-12 an Arizona Education and Career Action Plan.”

## Arizona Philosophy ~

*We as educators believe that integrating an Education and Career Action Plan (ECAP) process into all facets of the school experience enables students to be lifelong learners and problem-solvers, developing and applying 21st century skills to their life experiences, as students, as workers, as consumers, and as responsible citizens. With the ability to identify skills and interests and to apply that knowledge to create their own ECAP, our students will have developed needed skills to advance in a more fluid, seamless transition, meeting 21st Century technologies and work place postsecondary requirements.*

*Arizona Department of Education (ADE) – 2008*

## ECAP Definition ~

An ECAP (Education and Career Action Plan) reflects a student's current plan of coursework, career aspirations, and extended learning opportunities in order to develop the student's individual academic and career goals.

Ideally, the initial plan will be developed in middle school and updated on a yearly basis throughout high school and the postsecondary years.

## Why Use an ECAP?

A student's plan helps to personalize education and enables the student to maximize the opportunities available upon high school graduation.

## Who is Involved in the ECAP Process?

Students, parents, and the school personnel can work together to help guide the student in his/her choices for career and educational experiences. When students, parents and the school staff plan together, each student receives needed support to meet his/her Education and Career Action Planning (ECAP) goals.

## Parental Involvement ~

Research indicates that students rely heavily on parents' advice when making postsecondary plans and decisions. Meaningful parental involvement is vital to the effective individualized education planning. The Arizona Education and Career Action Plan provide a way for parents to be involved and informed in planning for their student's education and career choices. Parent signatures are required.



## Arizona Education and Career Action Plan ([ECAP – State Board Rule # R7-2-302.05](#))

### Attributes

An Arizona Education and Career Action Plan shall, at minimum, allow students to enter, track and update the following information:

### ACADEMIC

- Plan coursework
- Meet high school requirements
- Document postsecondary education goals
- Review academic progress to include needed interventions or advisements
- Record academic achievement or awards

### CAREER

- Identify postsecondary career plans, options, interests or skills
- Explore career opportunities
- Explore needed educational requirements to meet the career option

### POSTSECONDARY

- Explore admissions requirements
- Complete necessary applications
- Create a financial assistance plan

### EXTRACURRICULAR

#### Documentation for participation in:

- Clubs or organizations
- Athletics
- Recreational activities
- Fine arts opportunities
- Community service or volunteer activities
- Work experiences, internships, job shadow, etc
- Leadership opportunities
- Other activities the student might wish to note